



MONTANA STATE HOSPITAL POLICY AND PROCEDURE

PHYSICIAN ON CALL COVERAGE

Effective Date: August 22, 2006

Policy #: MS-02

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- I. PURPOSE:** To provide psychiatric and primary care physician coverage after hours, holidays and weekends.
- II. POLICY:** The Medical Director or designee will prepare a schedule each month assigning both a primary care physician and a psychiatrist to on-call coverage for after hours each weekday and twenty-four hours Saturday, Sunday, and holidays.
- III. DEFINITIONS:**
 - A. On Call Hours: Weekdays – 4:30 p.m. to 8:00 a.m. next morning.
Weekend days and Holidays – 8:00 a.m. – 8:00 a.m. next day.
- IV. RESPONSIBILITIES:**
 - A. The Medical Director or the designee of the respective departments will prepare an on-call schedule and forward it to the Front Desk staff for typing/printing.
 - B. Front Desk staff are responsible for making sure that each physician, nursing unit and operator gets a copy of the printed schedule no later than three (3) days prior the start of the on-call schedule.
 - C. Physicians are responsible for responding to call per this policy.
- V. PROCEDURE:**
 - A. The primary care physician assigned to on-call coverage will be available at all times while on call and capable of responding by telephone within fifteen (15) minutes and, when necessary, in person within sixty minutes.
 - B. The psychiatrist assigned to on-call coverage will be available by telephone within fifteen (15) minutes and, when necessary, be physically present within one hour to personally attend to the patient.
- VI. REFERENCES:** Licensure Standards 482.62(c)
- VII. COLLABORATED WITH:** Medical Staff

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XII. ATTACHMENTS: None

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Thomas Gray, MD Date
Medical Director